

LMCHD Organic Community Garden Rules and Regulations

The LMCHD community garden is designed for the gardening activities of the residents of Pittsburg and Bay Point. All use of the garden will be in compliance with city policies and city/county/state laws.

The LMCHD reserves the right to cancel garden use without notice due to unforeseen circumstances or non-compliance of the rules, regulations, and procedures as outlined in this document.

A. Application and Membership Fee

- Individuals or organizations wanting to lease a garden plot need to complete and submit an application to the Garden Committee in person. When you come to the meeting you will need to provide proof of residency and contact information to the Community Garden Committee before you begin gardening. Plots are available on first come, first serve basis. A waiting list will be maintained if all the plots are in use. One plot is assigned per address.
- Applicants will be contacted by mail or email when a garden plot becomes available. Once notification has been sent, the applicant will have one month to come to the Garden Committee meeting and submit the non-refundable annual \$20 membership fee. Please keep your contact information current, otherwise, if you do not respond, we will go to the next participant on the waiting list.
- Participants will sign two forms, a waiver of liability and the rules and regulations prior to having access to the garden. We will provide you with copies for your records.
- **Annual Membership Fees** are non-refundable and must be paid by **April 1st of each calendar year**. If your membership renewal, fee is not received by April 1st, we will contact the next person on the waiting list.

B. Conditions of Use and Safety Practices

- For security reasons, gardeners are expected to lock the gate at all times.
- Plots are leased annually in the month of March.
- Garden plots cannot be transferred, traded, or sublet.
- LMCHD assumes no liability for any injury, damage, theft, or loss of property belonging to the participants.
- LMCHD Board members and staff reserve the right to full access to all garden plots at any time.
- No alterations to existing garden structures or additions will be allowed without permission from the Garden Committee.
- **Garden Hours:** Participants may garden from sunrise to sunset.

- Garden plots are intended for the organic growth of edible fruits, vegetables, and herbs. Annual flowers may be included. Please, no trees, bushes or other permanent plantings without the committee's agreement. Permanent perennial edibles under 3 feet tall are allowed, such as artichokes or asparagus.
- Tools are the property of LMCHD and for use only while gardening in the community garden. All tools should be used cautiously and cleaned after each use. When a tool needs repair or replacing, please notify the Garden Coordinator, Committee, or LMCHD staff.
- All seeds, plants, and organic soil amendments are to be brought in by the participants.
- Compost and mulch in the designated areas may be used as long as supplies last. Please conserve these valuable resources.
- Foods and flowers may be harvested only by the plot owner. Permission to enter or harvest from a plot other than the one you lease needs to be obtained from the plot owner.
- No raw manure allowed.
- Children under the age of 18 must be accompanied and monitored by an adult. To avoid injuries, running is not allowed.
- Visitors are to be accompanied by gardeners.
- If a gardener needs to assign someone to care for their garden while away, please attend a meeting and advise the Garden Committee or call the office.
- **No pets except for service animals. Clean up after the service animal is expected.**
- Keep your plot clear of weeds, grass, and debris. Be sure that your growth does not flow into the pathways or into other plots.
- Gardeners are responsible for removing their own trash and weeds from inside and around their plot.
- Fencing around your plot may only be temporary and no taller than 3 feet.
- All gardeners must participate in one (1) Garden Work Day. There are choices for all levels of physical abilities. The Garden Agent will post signup sheets and maintain records of attendance.
- **Failure to attend a work day will result in forfeiture of your Community Garden Membership and your garden will be re-assigned.**
- Smoking and alcohol use are not allowed in the garden or on the campus of Pittsburg Health Center. Report of possession or use will result in immediate termination of garden privileges.
- Summer gardeners must clean out plot by November 15. If you will not garden during the winter, please clean plot and plant a cover crop. If you need assistance, attend a committee meeting.
- If a gardener requires assistance to maintain their plot, please contact the Garden Committee.
- If you notice a water leak in the garden, please call the office 925-432-2200.
- No stealing of anything is permitted. Should it become known that you have taken any item(s): vegetables, tools, hose, plants or anything else, you will lose your plot immediately.
- If you have any concerns about the garden, please come to the next Garden Committee meeting to discuss. If it is an urgent matter, call the LMCHD office at 432-2200.

C. Water

- Hoses and water will be provided by LMCHD. Hoses should be neatly wrapped on the hose rack to prevent kinking and cracking.
- Replace hose nozzles after each use.
- Participants may bring in irrigation supplies. Drip systems are encouraged for water conservation as long as there is no permanent hook up to the water source.
- Watering may only be done while the participant is present.
- Conservation of our water is very important, please be careful of overflowing and overwatering. Please be sure to turn off the water before you leave.
- To prevent evaporation, please mulch with bark, leaves, straw, paper, and/or cardboard.
- No timers or permanent attachments to the water system are allowed.

D. Organic Gardening Practices

- For information on good gardening practices, questions, and problem solutions, visit the Contra Costa Master Gardener Website at www.ccmg.ucdavis.edu.
- No non-organic pesticides or chemical fertilizers will be used. For example, no Miracle Gro®.
- Gophers and other pests will be trapped and eliminated, but not poisoned.
- Place garden clippings in the compost bin following the posted instructions.

E. Termination Procedures

- Gardeners will be notified by mail for noncompliance with the Community Garden Rules and Regulations, or if the plot has been left unattended.
- The gardener will have 2 weeks to respond to the notice before the Garden Committee will notify the next participant on the waiting list.
- You will be notified that you have lost your plot by mail or email.
- No tampering with traps or the electrical fence system is allowed.

The LMCHD reserves the right to cancel garden use without notice due to unforeseen circumstances or non-compliance of the rules and regulations and procedures as outlined in this document.

I agree to comply with the above Rules and Regulations set by the LMCHD Board of Directors:

Participant Signature _____

Date _____

Organization:

Print

Name _____

Address: _____ City _____ ZIP _____

Phone: (_____) _____

Assigned Plot/Raised Bed: _____

Circle: _____